From: Williams, Edwina (VDSS) [mailto:edwina.williams@dss.virginia.gov]

Sent: Thursday, July 25, 2013 3:33 PM **To:** <u>licensinglistserv@virginiainteractive.org</u>

Subject: REMINDER Announcing New MAT Diabetes and Emergency Rectal Medication Administration

courses

Importance: High

This file is being sent to providers of child day centers, family day homes, voluntarily registered family day homes, family day systems, religiously exempt child day centers and certified nursery schools from the Virginia Department of Social Services Email Distribution Service.

Please do not reply to this email.

Dear Child Care Providers and Professionals,

Please carefully review the information below for important details regarding new requirements related to the administration of medication for children with diabetes. If your child day program currently administers medications to children with diabetes, ACT NOW! Make sure your program meets the new medication administration requirements October 1 deadline by registering your selected MAT-certified providers for this class as soon as possible, while seats are still available in your area.

Dear Child Day Program Administrator,

We are pleased to announce that two **new** Medication Administration Training (MAT) Program courses on diabetes and the administration of rectal medications to children have been completed, and scheduled classes are now available for registration by MAT certified child care providers.

Before registration for either the diabetes in-classroom class or the administration of rectal medications online class is complete, providers must provide:

- Proof of current MAT certification.
- Proof of current First and CPR certification.

Please email proof of certifications to <u>MAT@medhomeplus.org</u>, or fax proof to the MHP at 804-330-5032. Acceptable forms of documentation include:

- 1. A current copy of your MAT certificate.
- 2. Copies of both the front and back, if applicable, of your CURRENT (not expired) First

Aid and CPR cards or certificates. The FA/CPR card/certificate must include the name of the MAT certified provider registering for the diabetes course. NOTE: Online FA/CPR is not acceptable unless the class includes a skills practice and written examination component.

<u>Diabetes Care in Child Care Settings: Supplement Training for MAT Trained Child</u> Care Providers Course:

If your child day program currently administers medications to children with diabetes, **ACT NOW!** Make sure your program meets the October 1 deadline by registering your selected MAT-certified providers for this class **as soon as possible**, while seats are still available in your area.

If your program currently administers medications to children with diabetes and you experience difficulty finding a MAT Diabetes class that your selected providers can attend before the October 1 deadline, contact us at MAT@medhomeplus.org and we will work directly with you to meet your needs if at all possible.

Between July 20, 2013 and September 28, 2013, diabetes classes will be coordinated through Medical Home Plus (MHP), under contract with VDSS to administer and manage the MAT Program, on **Saturdays only** in Regional Licensing Offices statewide.

- o The Diabetes course is an approximate 8-hour, competency-based course. Please plan accordingly. Class ending time could vary somewhat depending on providers' proficiency with the practice and written and skills competencies testing.
- o Certification is good for 3 years.
- o The Diabetes course is a <u>rigorous course</u>. Registrants should: (1) be able to perform math calculations, including fractions, (2) be comfortable with the use of needles and the potential sight of blood, (2) be able to speak and read in English, (3) be able to see and read small measurements on syringes, and (4) be able to follow written directions.

After October 1, 2013, providers must contract directly with an independent Diabetes Certified MAT Trainer to arrange or attend a scheduled class (just as is currently done for MAT, MAT IS and PMAT classes) by utilizing the "Find A Trainer Near You" feature on the MAT Web Pages at: http://www.medhomeplus.org/mat/index.php/findMATTrainer, and/or by finding scheduled classes on the TIPS calendar at: https://www.dss.virginia.gov/family/cc_providertrain/tips.cgi. Please contact MHP should you require further assistance finding a class.

Registration information for the in-classroom diabetes class:

- Check the available schedule of diabetes classes listed by region at: www.medhomeplus.org/mat. (this schedule will be posted later today)
- To view the class schedule and register for one of the classes visit: http://mat-store.medhomeplus.org/diabetes-courses/.
- o Programs can purchase up to **four seats** in a diabetes class at one time (if there are four seats still available). **Seats are reserved on a first-come, first-served basis.**
- o Registration and payment must be completed via the MHP MAT Online Store site at: http://mat-store.medhomeplus.org/diabetes-courses/. The class fee is \$125 per provider. Refunds will not be given after the Tuesday immediately prior to the class date, for no-shows or cancellations!

- o **MHP reserves the right to cancel this class** if fewer than three participants register by close of business on the Tuesday <u>immediately before the class date</u>.
- Providers must bring a photo-ID for onsite verification and entry into class.

Administration of Emergency Rectal Medications in Child Care Programs Course:

This course is taught strictly online. There is no in-classroom component like the MAT Independent Study (IS) Course. **This online training is free.**

Certification is good for 3 years.

The rectal medication course is a competency-based course that takes **approximately 90 minutes** to complete. Upon successful completion of the course, providers will be able to **print a certificate** generated from the online system.

The course will be available for registration as of July 20, 2013.

Registration information for the online rectal medications course:

- To register for the online course please visit the MAT eLearning site at: mat-elearning.medhomeplus.org.
- Providers should **register for a username and password** for the online rectal medications course by completing the registration web form at:

 http://mat-elearning.medhomeplus.org/mod/questionnaire/view.php?id=307.

 Since it may take up to one business day to receive your registration information by email; please plan ahead!
- Providers will be responsible for **printing the Rectal Medication Administration Handouts**; the print files are found inside the course (there are only 9 handouts).

If you have any questions or need assistance, please contact Medical Home Plus at MAT@medhomeplus.org or call MHP at 804-330-5030.

Best regards, Emily Jiancristoforo Executive Director Medical Home Plus, Inc.

Program Administrators for the Virginia Medication Administration Training (MAT) Program

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